

**Motion to Approve Certificate of Substantial Completion
Roof Replacement & Siding Repairs
20 Front St. 689-1 Special Needs Housing
FISH 170076**

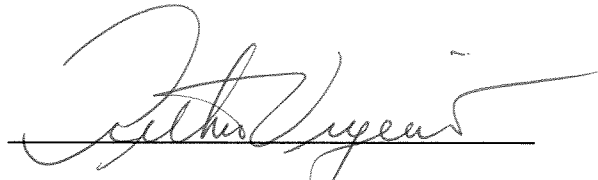
WHEREAS, Mike's Construction was selected as lowest responsible bidder.

WHEREAS, Mike's Construction has completed the work (punch list attached)

WHEREAS, Raymond Guertin, Architect, has prepared and signed the official Certificate of Substantial Completion DHCD form (attached)

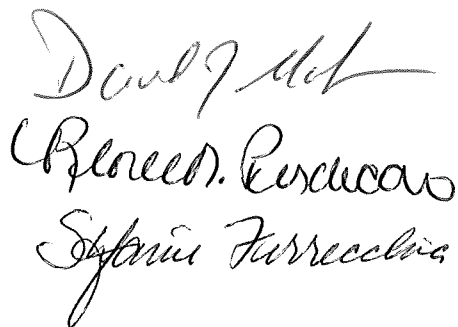
THEREFORE, at a regular scheduled meeting of the MCDA Board held on Thursday, June 27th 2019, a vote was taken to approve the Certificate of Substantial Completion

MCDA Members Present: 4 MCDA Members Absent: 1
Signatures of MCDA Members Approving this Motion:



Mayor Arthur G. Vigeant,
Chair of MCDA

Date 6/27/19



CERTIFICATE OF SUBSTANTIAL COMPLETIONCommonwealth of Massachusetts
Department of Housing & Community DevelopmentTo: Mike's Construction Co., Inc. Contractor From: Marlborough Housing AuthoritySubject: Acceptance of Development Number 689-1 for use and occupancy.Description of Project: Roof Replacement & Siding Repairs

Pursuant to the General, Supplementary, and Special Conditions of the Contract Documents relative to Partial or Total Occupancy, you are hereby notified that the Housing Authority has satisfied itself that the portion(s) of the above mentioned project, as hereinafter enumerated, is (are) ready for use and or occupancy.

Identify the Buildings and/or areas to be occupied and or used: 20 Front Street Special Needs Housing

The Housing Authority, through its undersigned representative hereby accepts from the Contractor, subject to contract stipulations, said portion(s) of the Project, effective 12:00 Noon on:

INSERT DATE. ☞ the 29th day of May 2019.

The Contractor will be relieved of responsibility for performing further Work or supplying further materials, equipment, or other items, in accordance with the General, Supplementary, and Special Conditions of the Contract Documents (relative to partial or total occupancy), except for the following work:

*Append a complete list of all incomplete and/or unsatisfactory items of the Work, which in the opinion of this Housing Authority, are attributable to the fault, negligence, or oversight of the of the Contractor, any subcontractors, material suppliers, agents, servants, or employees.***NOTE: Attach one copy of the "Punch List" Items to each copy of this document.**The Use or Occupancy of the building(s) or portion(s) of this project by the Housing Authority shall not:

- constitute acceptance of any Work not performed in accordance with the Contract Documents;
- relieve the Contractor of the liability to perform any Work required by the Contract but not completed at the time of Use and or Occupancy; nor
- relieve the Contractor of liabilities with respect to any express warranties or guarantees required by the Contract.

Certification of Board Vote**Must be completed by the Owner**The Marlborough Housing Authority met on _____ and voted to approve this Certificate.Certified By _____
Contract Officer**Approved: Architect**Firm: Raymond T. Guerin, ArchitectBy: [Signature]Date: 5/30/19**Reviewed/Recommended: RCAT PM**

By: _____

Date: _____

Accepted: ContractorFirm: Mike's Construction Co., Inc.By: Michael RucinskiDate: 05-23-19**Reviewed/Recommended:**_____
Housing Authority

By: _____

Date: _____

RAYMOND T. GUERTIN

ARCHITECT/LEED AP BD+C

PUNCH LIST INSPECTION

To: Marlborough Housing Authority
255 Main Street
Marlborough, MA 01752

Dist: Mike's Construction Co., Inc.
RTG Architect

Date: May 30, 2019

Project: Roof Replacement & Siding Repairs
20 Front Street 689-1

Contractor: Mike's Construction Co., Inc.

Weather: Clear 58°F

Time: 1:30 PM

Our office visited the site on the above date. Please be advised of the following:

On Thursday, May 30, 2019, we performed a punch list inspection of the Roof Replacement & Siding Repairs at 20 Front Street 689-1 for the Marlborough Housing Authority. In general, all work looks good with the following exceptions.

- All roofing & gutter replacement work looks good – NO EXCEPTIONS TAKEN
- Siding Repairs not complete – see attached drawing identifying areas requiring items to be completed prior to final acceptance of the project.
- Rake & seed lawn area at left of driveway damaged from dumpster.

PROGRESS PHOTOS / SKETCHES:



PHOTO 1 - Overview – Roof Replacement & Siding Repairs

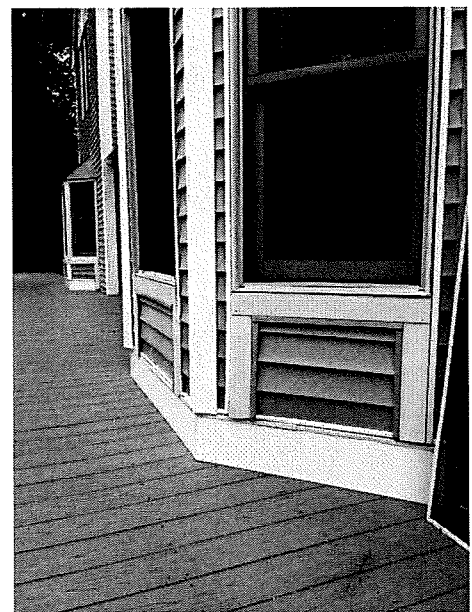


PHOTO 2 - New PVC trim at base of bay windows



PHOTO 3 – Patch hole in corner trim



PHOTO 4 – Patch hole in corner trim

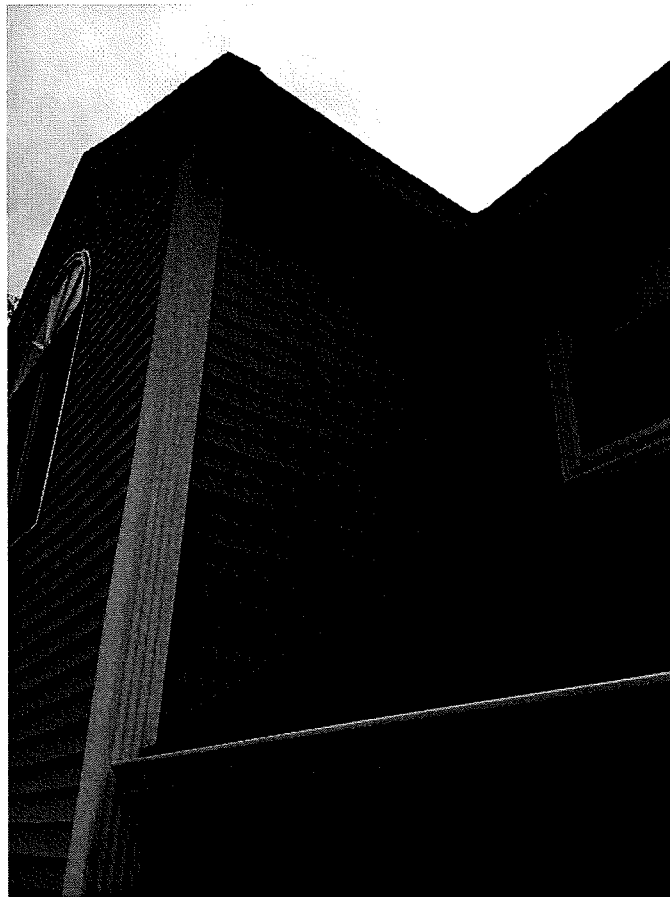
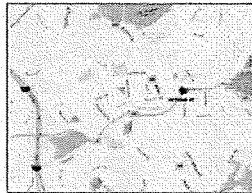
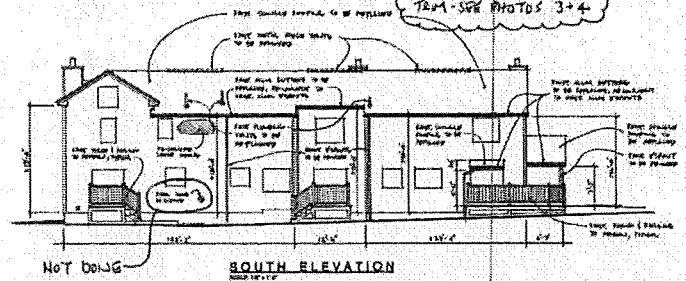
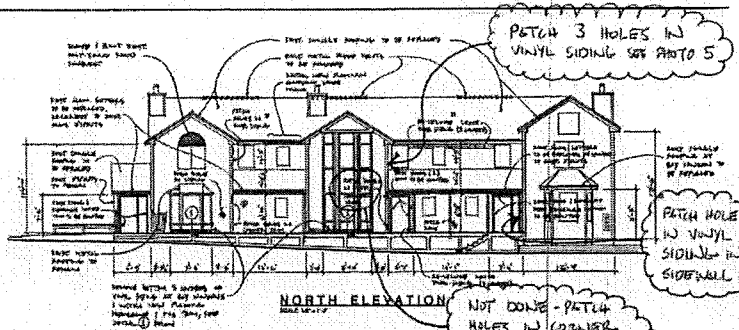


PHOTO 5 – Patch holes in siding

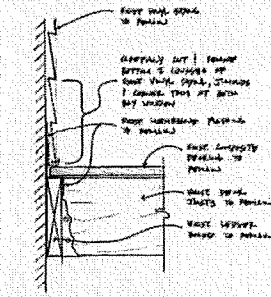
ROOF REPLACEMENT & SIDING REPAIRS
20 FRONT STREET 689-1 SPECIAL NEEDS HOUSING
MARLBOROUGH CD HOUSING AUTHORITY
DHCD PROJECT NO. 170078

RAYMOND T. GUERTIN, ARCHITECT / LEED AP BD+C
 89 Turnpike Road, Suite 200
 Needham Heights, Massachusetts 01938
 Tel: 978-558-2749 Ray@RTGArchitect.com

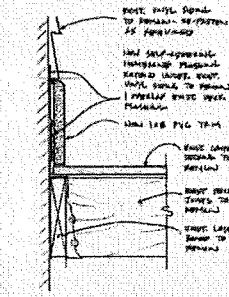


LOCUS PLAN

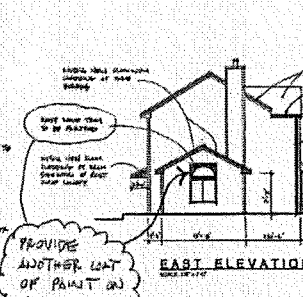
- GENERAL VINYL SIDING & CORNER TRIM REPAIR NOTES**
1. CLEAN THE SURFACE AROUND THE HOLE WITH VINYL BRUSH CLEANER OR DRY DEBRIS AND RAINING, THEN CUT THE HOLE.
 2. REMOVE ALL DAMAGED VINYL, INSURE GAPS, FILL THE SPACE BEHIND THE HOLE.
 3. REMOVE A PLASTIC CARBON OR BOND-PAID NUMBER GULLY THROUGH LAYERS AROUND THE HOLE TO REMOVE EXISTING GULLY. AUTOMATICALLY LET THE GULLY HOLE AND THEN TRIM OFF THE GULLY WITH A CUTTER SHARP BLADE.
 4. REMOVE THE PATCH OVER THE DAMAGED SECTION OF SIDING.
 5. REMOVE THE PATCH FROM THE WALL AND SHARP CUTTER REMOVE THE GULLY HOLE GULLY FOR THE PATCH.
 6. APPLY A CONTINUOUS BEAD OF GULLY AROUND THE HOLE IN THE GULLY.
 7. SET THE PATCH OVER THE GULLY BEAD AND VINYL TRIMMING. LET THE PATCH DRY IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
 8. APPLY FINISHING TAPE AROUND THE PATCH FOR HOLE IF IN PLACE UNTIL THE GULLY LINE.



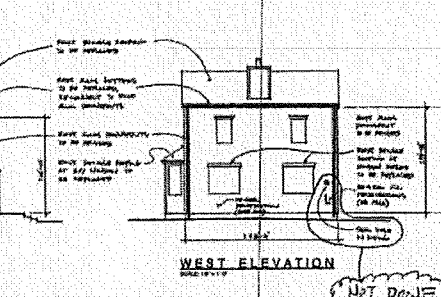
TYPICAL BAY WINDOW DETAIL



TYPICAL BAY WINDOW DETAIL



EAST ELEVATION



WEST ELEVATION

A1



DATE: March 8, 2019

EXTERIOR ELEVATIONS
 TYPICAL DETAILS

ROOF REPLACEMENT & SIDING REPAIRS
 20 FRONT STREET 689-1 SPECIAL NEEDS HOUSING
 MARLBOROUGH CD HOUSING AUTHORITY
 DHCD PROJECT NO. 170078

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